

**Terms of Reference**  
**National Consultant on Seed Production and Good Agricultural Practices (GAP)**  
**Package No. MAF/IC-22**

**Position:** National Consultant on Seed Production, GAP and Organic Certification.

Contracting Authority: MAF- DoPF

Location: Based in Vientiane at the Department of Planning and Finance with extensive travel in the 5 project provinces.

Duration (national): Full time assignment with a 12 months contract, subject to satisfactory performance for extension to a total of 52 months over a 4-year period.

## **1. Introduction**

The ACP comprises the following four components: (a) Improved Agricultural Efficiency and Sustainability, (b) Enhanced Agricultural Commercialization, (c) Project Management, and (d) Contingent Emergency Response.

**Component A** - Improved Agricultural Efficiency and Sustainability (est. US\$ 18.2 million, of which International Development Association (IDA) would finance around US\$ 16.3 million). This component will support: (a) the increased adoption of improved varieties and high-quality seeds, (b) the increased application of good agricultural practices, (c) the provision of critical productive infrastructure, and (d) the strengthening of public services delivery.

*Subcomponent A1: Promoting Adoption of Good Varieties and Quality Seeds (estimated US\$2.5 million, of which IDA would finance around US\$2.3 million)*

This subcomponent will support activities to promote the adoption of good varieties and quality seeds, including the provision of (a) technical assistance (TA) for the establishment of seed multiplication groups (SMGs) and building their capacity to adopt good varieties and quality seeds (including ones resistant to climate variability such as floods and drought) ; (b) Matching Grants to selected SMGs to carry out Sub-projects (i.e., small works, goods, equipment, and so on) for improving the production and postharvest handling, packaging, and storage of quality seeds; (c) technical and material assistance (i.e., small works, goods, equipment, training, and so on) to build the capacity of Provincial Agricultural and Forestry Offices (PAFOs), District Agricultural and Forestry Offices (DAFOs), MAF technical departments, and research institutions to conduct training for SMGs and to carry out seed quality monitoring and certification; and (d) TA to link SMGs with Farmer Production Groups (FPGs) and agribusinesses in marketing certified seeds.

*Subcomponent A2: Promoting Good Agricultural Practices (estimated US\$7.4 million, of which IDA would finance around US\$6.2 million)*

This subcomponent will support activities to promote Good Agricultural Practices (GAP) , including the provision of (a) TA for the establishment of FPGs and building their capacity to

adopt GAP; (b) Matching Grants to selected FPGs to carry out Sub-projects that implement GAP; (c) TA and material assistance (i.e., small works, goods, equipment, training, and so on) to build the capacity of PAFOs, DAFOs, and MAF technical departments to conduct training for FPGs on GAP and to carry out related extension and certification activities including soil analysis, organic fertilizer production, and organic farming; and (d) TA to link FPGs with agribusinesses in marketing farm produce.

*Subcomponent A3: Providing Critical Productive Infrastructure (estimated US\$6.2 million, of which IDA would finance around US\$5.7 million)*

This subcomponent will support activities to improve critical irrigation infrastructure and water use practices, including (a) rehabilitation of selected irrigation schemes and (b) provision of TA to establish water user groups and to build their capacity to adopt improved water use models. Through improving water use, management, and productivity of existing irrigation schemes, it is expected to enhance their resilience to impacts of climate change.

*Subcomponent A4: Strengthening Public Services Delivery (estimated US\$2.1 million, of which IDA would finance US\$2.1 million)*

This subcomponent supports activities to strengthen agricultural and nutrition service delivery, including the provision of technical and material assistance (i.e., small works, goods, equipment, training, and so on) to (a) improve the overall extension service capacity of the PAFOs, DAFOs, and MAF technical departments to deliver better quality services to farmers to promote GAP adoption and enhance resilience to climate change; (b) develop and implement mapping and demarcation pilots for agricultural land in irrigated areas; and (c) conduct studies on integrated farming systems and diversification for nutrition, and carry out social behavioral change communication (SBCC) activities related to dietary diversity, adequate care practices, and processing and cooking for improved nutrition

**Component B** - Enhanced Agricultural Commercialization (est. US\$ 7.2 million, of which IDA would finance around US\$ 4.8 million). The project will support: (a) establishing an Agriculture Value Chain Facility (AVCF), (b) measures to better link farmers to markets, and (c) studies to improve the enabling environment for agro-enterprise and value chain development.

*Subcomponent B1: Establishing an Agricultural Value Chain Facility (estimated US\$5.3 million, of which IDA would finance around US\$2.9 million)*

This subcomponent will support the establishment and operation of an AVCF for the purpose of extending technical and financial services to agribusinesses, including the provision of (a) TA to establish and operate the facility and provide advisory and Subproject implementation support to agribusinesses; and (b) Matching Grants to selected agribusinesses to carry out Subprojects for upgrading their processing and postharvest handling facilities and their management capacities to improve product quality, increase operational efficiency (including improved energy efficiency), reduce physical losses, and link with FPGs to improve marketing of the farm produce.

*Subcomponent B2: Linking Farmers to Markets (estimated US\$1.4 million, of which IDA would finance US\$1.4 million)*

This subcomponent will support activities designed to link farmers to markets, including the provision of TA to (a) strengthen the horizontal links of farmers within FPGs for implementing procurement, marketing, and other collective actions, and the vertical links of FPGs and agribusinesses in productive partnerships to undertake further processing and marketing of the produce; and (b) develop an improved agriculture market information system to provide reliable market information for productive partnerships. Through strengthening the market linkages, it is expected to make farmers more resilient to climate change.

*Subcomponent B3: Improving the Enabling Environment (estimated US\$0.5 million, of which IDA would finance US\$0.5 million)*

This subcomponent will support activities by MAF technical departments, MOIC and other relevant agencies to improve the enabling legal, policy and institutional environment for supporting agribusiness investment and agricultural trade policies, including the development of improved sanitary and phytosanitary standards, rice standards and rice export policies, and improved import and export legislation focusing on agriculture inputs and farm machinery

Component C - Project Management (est. US\$ 2.9 million, of which IDA would finance US\$ 2.9 million). The component will support (a) project management; and (b) monitoring and evaluation.

*Subcomponent C1: Project Management (estimated US\$2.4 million, of which IDA would finance US\$2.4 million)*

This subcomponent will support the day-to-day implementation, coordination, and management of project activities including planning and execution, financial management (FM), procurement, internal and external audits, and environmental and social safeguards management.

*Subcomponent C2: Monitoring and Evaluation (estimated US\$0.5 million, of which IDA would finance US\$0.5 million)*

This subcomponent will support the day-to-day monitoring, reporting, and evaluation of project activities.

**Component D: Contingent Emergency Response (US\$0 million)**

This component with a provisional allocation of zero dollars is included under the project in accordance with OP10.00, paragraphs 12 and 13, for projects in situations of urgent need of assistance or capacity constraints. This will allow for rapid allocation of project proceeds in the event of the Government declaring that a crisis or emergency has occurred and the World Bank Group agreeing with such determination. This component would finance public and private sector expenditures on a positive list of goods and/or specific works, goods, services, and emergency operation costs required for emergency recovery. An Emergency Response Manual (ERM) will

apply to this component, detailing FM, procurement, safeguards, and any other necessary implementation arrangements.

The project's implementing agency is the Ministry of Agriculture and Forestry, with its Department of Planning and Finance (DPF) as the main implementing agency. Other implementation partners include technical departments in MAF and Ministry of Industry and Commerce. At provincial level, the department of Agriculture and Forestry (PAFO) will implement project activities in the five following provinces: Khammouane, Bolikhamxay, Xayabury, Vientiane province, and Vientiane Capital. PAFO will also coordinate with the provincial department of industry and commerce (PICO) as well as district offices. The project implementation timeframe is tentatively from June 2018 to 2024.

The DPF will select a qualified national consultant to provide technical support in managing and implementing Subcomponent A1-Promoting Adoption of Good Varieties and Quality Seeds and A2-Promoting Good Agriculture Practices under Component A-Improved Agricultural Efficiency and Sustainability and in close coordination with project activities under Component B- Enhanced Agricultural Commercialization. The consultant(s) will be recruited through a competitive selection process in accordance with the World Bank Procurement Regulations for IPF Borrowers: Procurement in Investment Project Financing dated July 1, 2016, revised November 2017.

## **2. Objective of the assignment**

The consultant will assist NPMO, PAFOs and DAFOs with support from MAF technical departments to manage and implement project activities on seed production and multiplication (A1: Promoting Adoption of Good Varieties and Quality Seeds), GAP and organic adoption and certification (A2: Promoting Good Agriculture Practices) at FPGs level in respect of Project Development Objective and targets as defined in the result framework of the LACP in five provinces.

## **3. Scope of the assignment**

Under the overall guidance of the National Project Director at NPMO, the national consultant will work closely with PAFOs, DAFOs, the international consultants, provincial project coordinators to perform the following tasks:

### **(A) Promoting Adoption of Good Varieties and Quality Seeds**

- Assist NPMO in coordinating and implementing project Subcomponent A1 (Promoting Adoption of Good Varieties and Quality Seeds) based on Project Appraisal Document and Project Operational Manual.
- Coordinate with MAF's departments and PAFOs to develop training package for strengthening seed multiplication groups (SMG) and assist PAFOs in facilitating SMG investment plan.
- Review existing rice seed certification system, develop necessary tools, field guideline and facilitate implementation of seed certification under the project.
- Assist PAFOs and DAFOs in enhancing the design and implementation of a R3 seed certification system for SMGs with support from DOA, NAFRI and DTEAP under the guidance of the international seed expert.

- Review the current R3 seed market, assessing the supply and demand sides in the project area, as well as the current certification system. Identify bottlenecks and potential for improvement of the certified R3 seed availability. Set targets for the project in line with the Project Appraisal targets, Result Framework indicators and Project Operational Manual.
- Monitor the R3 seed production, processing, certification and distribution process throughout the project timeframe. Link the monitoring system of the project M&E system.
- Assess the adoption of R3 seeds by farmers' production groups and GAP groups using certified seeds and assess the impact on rice yields, productivity and economic performance (Return to land and labor).
- Provide technical and progress reports to the National Project Director and DTEAP focal point as required.
- Promote linkages of Subcomponents A1 and A2 in seed production, market demand, agricultural standards and certification requirements for commercialization.

#### **(B) Promoting Good Agriculture Practices**

- Assist NPMO in coordinating and implementing project Subcomponent A2 (Promoting Good Agriculture Practices) based on Project Appraisal Document and Project Operational Manual.
- Coordinate with MAF's departments and PAFOs to develop training package for strengthening farmer production groups (FPG) and assist PAFOs in facilitating FPG investment plan.
- Review existing regulatory framework, documents, initiatives in organic and GAP production in Lao PDR, consolidate/define or if it is necessary develop a practical GAP guidelines for project field implementation.
- Prepare simple self/internal assessment on GAP and organic for FPGs.
- Assist PAFOs in facilitating certification on GAP and organic product for FPGs.
- Prepare simple guidelines for the assessment of adoption of GAP and organic production techniques by FPGs.
- Provide/facilitate technical training to PAFO and DAFO technical staff on organic and GAP production techniques and certification process.
- Design a monitoring and evaluation system to be linked with the project M&E system for monitoring of GAP and organic production and certification activities.

#### **4. Reporting**

The consultant will work under the supervision and report directly to the National Project Director. He will coordinate with the National Project Advisor and the International Project Advisor.

#### **5. Duration of the national consultant assignment**

This assignment will last for a minimum of 3 years and is expected to be a total 52 of man months over 4 years. The contract will need to be reconfirmed annually as recommended by the Project Director. There will be a 3-month probation period beginning at the commencement of the position.

## **6. Experience and qualifications of the national consultant**

- Minimum five years of related working experiences in agricultural production including seed production/multiplication and implementation of GAP and organic certification in agricultural production.
- At least a Master in agriculture, agribusiness management, or related fields.
- Familiar and experiences with externally financed projects.
- Excellent communication skills, including email management.
- Excellent word processing skills (MS Word, MS Excel).
- Written and spoken fluency in the English language is highly preferred.